

**MINUTES OF THE CITY COMMISSION WORKSHOP
OCTOBER 20, 2003**

The City of Leesburg Commission held a workshop Monday, October 20, 2003, in the Commission Chambers at City Hall. Mayor Connelly called the meeting to order at 6:32 p.m. with the following members present:

Commissioner David Knowles
Commissioner Bob Lovell
Commissioner Ben Perry
Mayor David Connelly

Commissioner Puckett and City Manager Stock were absent. Others present were Deputy City Manager (DCM) Robert Johnson, Acting City Clerk (ACC) Betty Richardson, City Attorney (CA) Fred Morrison, the news media, and others.

**HEARD PRESENTATION ON RESULTS OF PROGRAMMING PHASE STUDY FOR
THE NEW LIBRARY BY WARD FRISZOLOWSKI, HARVARD JOLLY CLEES
TOPPE ARCHITECTS, P.A. AIA**

Library Director Barbara Morse introduced Ward Friszolowski, Harvard Jolly Clees Toppe Architects, P.A. AIA, who gave a presentation on the programming phase study for the new Library. (see attached)

Mr. Friszolowski advised the steps involved in the programming phase study are the community needs assessment and actual space needs assessment. He said having the new parking garage nearby helps tremendously with the parking requirements.

Mr. Friszolowski stated his firm looked at the population in the Joint Planning Area (JPA) and projected growth over twenty years, which could range up to 59,000 in population. The Florida Library Association recommends three different categories for determining square footage of library service: .6 square feet per capita is termed essential, .8 square feet per capita is termed enhanced, and 1 square foot per capita is termed exemplary. The total square feet required to meet the needs for Leesburg is approximately 40,000. He said the overall cost for a 40,000 plus square foot building based on \$140.00 per square foot is approximately \$5.5 million.

Mr. Friszolowski said the next step is to look at the building's character, such as the location of the building on the site, where the main entry will be located, how people move from the parking garage to the front entry, where the service entrance will be located, general pedestrian movement, and signage.

Commissioner Perry said the Commission discussed the need for a library four or five years ago. With Leesburg's population at 16,000 and the current library at 19,700 square feet, it appears Leesburg's library would be considered exemplary. The utility service area where much of the City's funding is derived is somewhat similar to the JPA, whose statistics show approximately 40,000 population. In the service area, there is Fruitland Park with a 7,000 square foot library,

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Lake Sumter Community College with a 16,000 square foot library, and Leesburg's library for a total of 40,000 square foot library space. It appears from these statistics, there is more than adequate space especially with the internet use. The current library definitely needs improvements, but square footage wise it appears to be adequate.

Deputy City Manager (DCM) Robert Johnson stated staff relied on the JPA for the figures used. The County used the JPA to determine the population and Fruitland Park is not included in Leesburg's JPA. Leesburg has historically included patrons from the utility service area and the JPA is the area anticipated to have utilities within the next twenty years. He advised when Leesburg joined the County Library system, Leesburg received approximately \$300,000. As long as Leesburg is a member of the Lake County Library system, staff has to provide service to more people than are in our JPA area.

Mr. Friszolowski said the focus of a college library and a public library is completely different. He said he was amazed at the use of Leesburg's library in what is considered as "off hours." Use of the Leesburg library is pretty phenomenal.

Joan Holloway, member of Kinseekers and a volunteer at Leesburg's Library; Margaret Branham, past president of Friends of the Library; Denise English, director of Library Services at Lake Sumter Community College; and Betsy James, a Leesburg resident since 1968, spoke in support of building a new library in Leesburg. They expressed the need for a larger library for patrons as well as staff and the need for an intellectual center for Leesburg.

Ms. English advised the Lake Sumter Community College library has been open to the public since their inception in 1962. LSCC library is not a public library and staff selects materials to support the curriculum and does not collect the types of materials collected by public libraries.

Mrs. James invited everyone to attend the ten special programs presented by the library. She said the response was so great last year, people were turned away from the programs.

Mayor Connelly requested comments from members of the audience opposing building a new library. There were none.

DCM Johnson advised timing is critical because if the Commission approves the need for the library, staff needs to apply for grant funding in January and secure a construction contract with Harvard Jolly.

Commissioner Perry said he is also a "Friend of the Library," but the Commission's job is to scrutinize every dollar to make sure it is well spent. It has been four or five years since the Commission reviewed the Library needs. The Commission has received differing statistics regarding populations and the information needs to be questioned. He said tonight is the first time he has heard about the overcrowding of the Library. He said he is encouraged with the number of citizens at this meeting to express their desires for a new Library. Commissioner Perry said from the comments he has heard tonight and the recommendation from the Architect, he is going to go along with the new Library.

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Commissioner Knowles said he is very much in favor of the Library. He said the new library plan shows about 9,000 feet unassigned and asked if that space is planned for cultural arts activity. Mr. Friszolowski said the unassigned space is for stairs, elevator, closets, bathrooms, columns, etc.

Commissioner Lovell said one of the wonders of the ancient world was the library in Alexandria. Leesburg seems to put the library wherever we have some free space. When you think of the culture and education of the citizens, the library is very important. One of the main reasons the Commission considered the proposed location is to rebuild the old section of Leesburg, make it aesthetically pleasing, and make it the cultural center of Leesburg. He said it had been his plan to place the Commission Chambers and other administrative offices in the current library building once the new Library is completed.

Mayor Connelly said Leesburg is going through a great transformation and people will come to the City because of its proactive, forward vision, and being blessed with great management and great resources through the employees. Leesburg's image is changing. With the growth, comes a responsibility to provide the essential services and facilities for the citizens and the library is very important culturally. With the comments given tonight, Mayor Connelly said there is obviously a need for a public library in Leesburg. The new building will also open up space in the current library for administrative offices and an office for the Mayor.

Commissioner Perry moved to adjourn and Commissioner Knowles seconded the motion. The meeting adjourned at 7:10 p.m.

Library Director Barbara Morse, on behalf of the Friends of the Library, invited everyone to the reception across the hall.

Mayor

ATTEST:

City Clerk

Betty M. Richardson

Recorder

MINUTES 031020 Workshop